

# PADDLESAFER

## INTRODUCTION

Paddlesafer is designed to provide safety information, guidance and advice for everyone involved in paddlesport including, clubs, officials, volunteers, providers, event organisers and coaches.

The range of activities covered by paddlesport is huge. Not only are there hundreds of different craft but the type of water and environment in which the sport is undertaken varies greatly. In an “assumed risk sport” identifying hazards, assessing risk and putting in place controls to promote safety is central to both planning and practise. This information will help you to understand recommended standards, identify risk and run activities that support the safety of paddlers and members of the public.

Although the guidance is extensive any queries or any request for support can be directed to [safety@britishcanoeing.org.uk](mailto:safety@britishcanoeing.org.uk).

## Updates

This information will be reviewed and updated annually. In addition to this, updates may be made during the year to reflect new/improved practise or changes in standards.

An annual updated document will be published in the spring of each year.

	Update version
Paddlesafer V2	31 <sup>st</sup> March 2019

**NOTE:** Paddlesafer provides general guidance to all those involved in paddlesport activity on safe practice in paddlesport. It is the responsibility of everyone to identify, define and monitor their own safety practices, guidance and procedures specific to the environment and activities. Whilst every effort is made to ensure that the medical and other similar information and guidance in this manual is accurate and reflective of best practice at the time of publication, it is the users' responsibility to ensure that such information and guidance is up to date before acting upon it. British Canoeing accepts no responsibility for the content of third party websites accessed through links in this publication.

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## SECTION 1 - CULTURE AND PRACTICE

### 1.1 Safety Culture and Duty of Care

Everyone involved in paddlesport as a National Governing Body, coach or leader, paddler, club official, centre manager /provider or event organiser is expected to ensure their actions or lack of action does not compromise the safety of themselves or others.

Safety should be a culture, which runs through all our activities and is a normal part of everyday thinking and practise. It should be imbedded in the way your club, organisation, officials and volunteers work. This culture should include:

- Taking responsibility for your own safety both on and off the water
- Ensure that your actions both on and off the water do not put others at risk.

Using your specific skill, knowledge and experience to protect others from any foreseeable risks.

In law we have a “[Duty of Care](#)” to others. This means that we owe a duty of Ccare to our ‘neighbours’ not to cause them injury by our negligent acts and omissions.

A dynamic approach to decision making is recommended which considers the diverse nature of the environment, individual abilities and the activity being undertaken. The recording of decisions made is encouraged and seen as good practice. Likewise the reporting of incidents to British Canoeing is a way of sharing experience that can be used to inform future practice, identify issues within the sport and help keep others safe. To report an incident click [here](#)

### 1.2 Instructor/Coaching/Leadership and Safety Training

One of the foundations of safety within the diverse range of paddlesport is training.

British Canoeing takes great pride in the development of its suite of qualifications and awards available, using up to date research and development which makes them one of the most widely respected and recognised canoeing organisations around the world.

One of the ways to acquire the skills for assessing risk, coaching, rescue and leadership is to attend a course run by an approved British Canoeing Provider.

#### 1.2.1 Environmental definitions and deployer guidance

Guidance is available on suggested ratios using British Canoeing Qualifications and Awards as well as definitions of environments. Deployment guidance for Instructors, coaches and leaders can be found [here](#)

#### 1.2.2 Instructing and Coaching

There are various instructor and coaching courses available, depending on the type of craft and environment operated in. Details of the optional pathways, courses and qualifications can be found [here](#)

#### 1.2.3 Leadership and Guiding

British Canoeing offer leadership and guide courses in sheltered, moderate and advanced water environments, in various craft. Click [here](#)

#### 1.2.4 Safety and Personal Development courses

Safety and Personal Development courses are available for inland waters, surf, sea and white water as well as options in various craft:

Click [here](#) to find out more.

### 1.3 Water confidence

When starting in paddlesport the ability to swim is desirable but not essential. In a coached or supervised session, non swimming participants should be confident in the water,

not panic and be able to follow instructions in the event of a capsize. The ability to be able to swim is an important skill to have when paddling in non sheltered water.

#### 1.4 Roles and Responsibilities

##### Paddling Community

Everyone involved in paddling are expected to:

- Take responsibility for their own safety on and off the water
- Ensure their actions on and off the water do not put others at risk
- Be aware and abide by club/organisations, if applicable, and event safety procedures / rules
- Follow the guidance in a club/organisation, if applicable, and event safety plans
- Report all incidents, if applicable, to British Canoeing

##### Club

Club officers are expected to ensure a positive safety culture and safe practice within the club. They are expected to:

- Publish a club safety policy
- Provide a safe environment for their members and guests to enjoy paddlesport
- Appoint a club paddlesport safety officer to lead on safe practice
- Establish club paddling rules that outline what is, and what is not appropriate behaviour
- Complete and maintain a safe paddling plan to guide members on safe practice of paddlesport
- Provide members with education and training in assessing risk and safe practice
- Produce and maintain a club risk assessment that cover all activities of the club
- Complete an annual safety audit and implement changes that arise

- Liaise with other water users and stakeholders to ensure that neither are put at risk
- Encourage members to be accountable for safety and to report all incidents
- Take action if its members fail to follow by the clubs safety plan and rule

##### Events

Event officials and organising committees;

- Complete and maintain an Event Risk Assessment and use this to guide their events safety plans
- Communicate and encourage safe practice across their event activities
- Report all accidents and incidents via the British Canoeing incident reporting system
- Appoint a paddlesport safety officer to lead on safe practice

##### Discipline and Regional Development Committees

Committees are expected to:

- Develop and encourage a positive safety culture and safe practice across the region or discipline
- Support clubs and events in organising their activities and encourage them to follow good practice on the risk associated with the type of club, water and activities
- Promote safety education and training
- Review the safety provision of events within their discipline or region and provide or withhold approval for each to be held
- Maintain contact with navigation and other authorities to assist their clubs and events
- Report all accidents and incidents via the British Canoeing incident reporting system
- Appoint a paddlesport safety officer to lead and advise on promoting safe practice

##### British Canoeing and National Associations

- Provides leadership and promote a positive safety culture
- Provides support through safety education and training for regions, disciplines, clubs, events, coaches, leaders and paddlers
- Supports the Safety Advisory Panel and Safety Officer
- Provides a national incident reporting system, with regular analysis of trends
- Provides guidance to paddlers, clubs and events
- Provide safety alerts and communications
- Maintain contact and work in partnership with National Marine Authorities and stakeholder to assist in the safe practice of paddlesport
- Provide coaching and leadering training that includes safety and rescue

## SECTION 2 - EQUIPMENT

### 2.1 Paddlesport craft (Boats, Ski's and Boards)

There are hundreds of craft that come in all shapes and sizes each designed for different activities and types of water. It is important to choose the right craft for the right type of water and conditions. The craft should be suitable to perform safely for the duration of the activity/conditions and be matched to the skill level of the participants/paddler. Before setting out on the water it is advised that you should ensure that your craft or, if coaching/leading, the craft in your group: -

- The chosen craft is the right one for the conditions, type of water and ability levels.
- Not sink, when swamped and be useable as buoyancy for its crew
- Have secured buoyancy (floatation) at each end that will not wash out or become detached from the craft in the event of a capsize

- Be capable of being towed by rope and grasped by hand (where manufactured as part of the boat)
- Allow for easy exit in the event of a capsize
- Not to be designed, made of a material or finished in a way that could cause injury to impede exit
- Possess the strength to withstand all foreseeable forces
- Have end loops, grab handles or toggles in a good serviceable condition where they are manufactured and fitted as part of the craft.
- If fitted with a footrest, will not allow feet to become entrapped and that will not break in the event of foreseeable paddling forces or impacts
- Are of a colour that is clearly visible to other water users or rescue authorities as appropriate
- If accessories or attachments are fitted such as rudders, skegs, pumps/self bailers or retractable fins used on sea kayaks. Ensure they are in good working order and properly fitted

#### 2.1.1 Annual checking

Clubs and outdoor activity Providers are expected keep, as a minimum, an annual written record of the condition of each craft owned by the organisation, record that such a check has taken place and what action if any is required if defective.

#### 2.1.2 Customisation of boats

Paddlers routinely customise their craft to give greater connectivity to improve performance or for comfort.

Design's has evolved over the years to have safety manufactured in. Any significant modification may increase the risks including the risk of entrapment. Common ways to customise a boat are by fitting:

- Padding to the sides if a kayak seat to reduce the width for a snugger fit

- Thigh braces, some may reduce the size of the cockpit.

For more extreme performance environments:

- Central foam blocks
- Straps or additional straps to secure you in the boat

British Canoeing strongly advises against the customisation of boats where a modification can lead to difficulty in exiting the boat or entrapment on the failure to roll. In high level performance environments the marginal gains that such modifications produce do not justify the personal safety risks involved.

An incident in 2018 at a surfing competition, involving a customised boat resulted in a near drowning. As a result the British Canoeing Surf Technical Committee issued guidance which is relevant to all those, across the disciplines, considering customisation and paddling in high performance environments. A copy of this guidance can be found [here](#)

## 2.2 Buoyancy aids (Sometimes referred to as Personal Floatation Devices (PFD's))

Buoyancy aids are designed to give the wearer both floatation and ease of movement. There are many different types of buoyancy aid designed to be discipline or activity specific. It is important to choose the most appropriate design for safety as well as for comfort and performance. When purchasing and fitting a buoyancy aid you should ensure the following:-

- Store your buoyancy aid properly, do not crush it, keep it clean, rinse with fresh water and keep it dry but not in direct sunlight. Always follow the manufacturer's advice on caring for your buoyancy aid.
- Construction complies with CE Standard EN 393 (International Standard "ISO 12402" [www.iso.org](http://www.iso.org))

- They are the correct size, are adjustable and fit properly with the waist belt/draw cord secured around your waist to prevent it lifting when in the water
- For young children a buoyancy aid with leg loops should be chosen. These will secure the buoyancy aid better than a waist belt
- Each buoyancy aid has a whistle attached (recommended)
- The buoyancy aid may be chosen because it contains pockets or other component that are needed to carry a mobile phone, equipment, knife, food etc. but this must not impede paddling, normal rescue practices or exit from craft.
- It should be bright in colour (recommended)
- Advanced white water buoyancy aids with integral harnesses must be properly fitted and you should know how to use them in a rescue situation. Information on white water training courses can be found by clicking [here](#)

It is recognised that in some circumstances paddlers may not wear a buoyancy aid. This may be in a competition environment where the rules of competition do not require buoyancy aids to be worn. There may also be circumstances where paddlers chose not to wear a buoyancy aid for personal reasons. In these circumstances it is strongly advised that you: -

Undertake a dynamic risk assessment, consider the environmental factors and take appropriate precautions. Being prepared and thinking ahead can eliminate many risks.

You should have:-

- Reliable self rescue skills
- The ability to swim
- Check your boat and equipment thoroughly before you set out
- Be able to use your craft for floatation in the event of capsize and consider if there are any



measures you can take to avoid being separated from your craft

### Testing Buoyancy Aid

Buoyancy aids should be checked regularly and the manufacturer's recommendations followed.

Clubs and outdoor activity providers must undertake a formal visual inspection of their buoyancy aids to ensure their continued integrity. The shell, webbing/draw cord and fastenings must all be undamaged and in working order. An annual check must be recorded, identifying the date of purchase, the condition of each buoyancy aid and any action required.

### Lifejackets

Lifejackets are used by certain individuals and disciplines within paddlesport; the majority of disciplines elect to use buoyancy aids as their main flotation device as they allow for better movement during paddling.

Unlike buoyancy aids, auto inflation life jackets are designed to hold an unconscious person face up in the water. The typical leisure life jacket is rated as 150N (ISO12402-3). Some SUP paddlers are using 100N-150N waist belt lifejackets.

Paddlers using lifejackets as a safety aid are expected to:

- Select a lifejacket that meet the needs and demands of their paddling
- Check the condition of the lifejacket
- Know how to correctly fit and deploy the lifejacket as per the manufacturer's instructions
- Service and replace the life jacket as per the manufacturers guidelines

All paddlers are advised to wear life jackets if:

- a. You cannot swim

- b. For young children under supervision (there are some specifically designed for this including leg loops)
- c. If you have a pre existing medical condition which could potentially cause unconsciousness or disorientation.

### 2.3 Helmets

It is not always necessary to wear a helmet for paddlesport activities. You are expected to wear a helmet for specific activities or environments where there is the risk of a head injury including:

- Paddling water grade 2 (in closed cockpit boats and subject to local risk assessment) and for all paddling activity above grade 2
- Surfing
- Paddling among rocks or in sea caves
- During rescue practice
- Playing games including canoe polo where accidental contact may be made

Helmets must conform to CE EN 1385 standard, be the right size, properly adjusted to be comfortable and give you good vision. Always follow the manufacturer's recommendations.

### 2.4 Spray Decks

On open water, sea, lakes and estuaries spray decks are an essential part of your/your groups, safety equipment. Group leaders and coaches should have decks of a construction that is robust enough to perform deep water rescues without damaging or compromising the integrity of the spray deck.

Spray decks should be checked before setting out. These include the condition of pull straps/loops, elastic around the cockpit and body tube and pull cords.

It is important to ensure that the paddler knows how to release the spray deck and how to exit the boat safely.

## 2.5 Paddles

Across paddlesport the choice of paddle is specific to you and the type of paddling you do. Within each discipline there are a huge range of paddles to choose from which become highly specialised at high performance levels.

Getting the right paddle for you is important, not only for comfort and ease of propulsion but the wrong paddle can put strain on your body and lead to repetitive strain injury. The physical strains most commonly caused are writs and hand problems, joint inflammation of elbows and shoulder strain.

Advice and guidance on choosing the right paddle can be gained from Coaches, clubs, outdoor centres, experienced paddlers and professional paddlesport retailers.

In choosing a paddle firstly, you need to consider the type of craft and paddling you wish to do and then match it to your own personal requirements. The considerations include:

- Paddle length – for any given paddlesport discipline, generally the taller you are, the longer paddle you need.
- Size and shape of blade
- Shaft – shape, flexibility, material made from and diameter. You may also consider split paddles where the length and feather can be adjusted to suit your requirements.
- Feather (the angle kayak blades are set). Can vary between 0 and 90 degrees.

## Spare paddles

If you are undertaking a journey or paddling on “open water” (lake or sea), an important part of your safety equipment is a set of spare paddles. Spare kayak paddles are normally

split shaft paddles that are stored so that they can be accessed quickly and easily if a breakage occurs.

## 2.6 Clothing

The clothing you wear for canoeing is one of the most important decisions you make if you are to enjoy the sport and paddle safely. Using the correct clothing for the conditions, for you and your group is an essential part of assessing and addressing risk. This is a [guide](#) to the clothing you might need.

When paddling in conditions where, either the air temperature and/or the water temperature is cold, you should take additional precautions, consider wearing specialist protective clothing suitable for immersion in cold water or carry spare clothing with you. Additional information can be found in the hypothermia 4.4 section of this document.

British Canoeing has produced a [video](#) with Olympic Gold medallist Joe Clarke on how you need to prepare for winter and cold conditions paddling. It contains some good tips that will help you prepare your own trip or session.

## 2.7 Safety equipment – general

The safety of you and the people you paddle with depends on the equipment you carry and your ability to use it correctly. British Canoeing safety courses provide training in how to use safety equipment. There are a range of courses ranging from foundation level to advance. It is recommended that all paddlers/those who may be in a leadership role attend a training course relevant to their needs. To get started information on Safety and Rescue training can be found [here](#)

All safety and rescue equipment should be carried in such a way that it is quickly and easily accessible. In carrying this equipment it is strongly advised that you should adopt the

“clean” system where any ropes, tapes, cowtails or any other attached items are stored carefully to prevent snagging when paddling, on the bank or in the water.

An information sheet on the safe use of buoyancy aid (pfd) connected equipment has been produced in response to a series of incidents. Those paddling on White water are strongly advised to follow this guidance which can be found [here](#)

It is strongly advised to carry safety equipment such as clothing, first aid and communication devices in water proof containers. The choice of container including plastic barrel’s, dry bag or mobile phone case is critical for the type of canoeing you are doing and the consequent situations you may face.

The more advanced you become as a paddler, coach or leader, the more advanced and specialised is the equipment you have available to you. You should consider carrying some or all of the following depending on the type of paddling you are doing:

- An appropriate towing system easily accessible, so that it can be deployed quickly when needed, quick release and set up so as to not restrict the manoeuvrability of the towing boat. These should be carried by the leader as a minimum and consideration given to others in the group who may be competent to undertake this role.
- For white water activities it is strongly advised that a rescue/locking knife be carried by coaches and leaders and be easily accessible. Recent changes in legislation have made the carrying of knives in a criminal offence. A guide as to how this legislation affects paddlers can be found [here](#)
- On moving water you are strongly advised that a throw line is carried by the leader as a minimum. Anyone using a throw line should

be trained in its use. Further throw lines may be carried by the group, at the discretion of leader.

- Spare paddles
- For white water activities it is strongly advised that a rescue/locking knife be carried by coaches and leaders and be easily accessible. A folding saw may also form part of your equipment which can be useful in rescue situations for cutting branches or cutting people out of their boats in an entrapment situation. A proper storage system is essential for personal safety and to maintain the integrity of your own equipment.
- Carry a basic repair kit that is appropriate for the boats that are being used.

## 2.8 Communication devices/mobile phone

Good planning, preparation and organisation, before setting out on the water, are essential for your safety and/or that of your group. If this has been carried out thoroughly then your communication device is there as a back up to summon help in unforeseen circumstances.

Carrying a means of communication is important when requesting support or rescue from a third party. Mobile phones are the most frequently used form of communication in an emergency. The RNLI receive 90% of emergency calls involving canoes/kayaks etc from a mobile phone. At sea marine radios provide a good form of communication. In order for the mobile phone to be of use in an emergency you must therefore ensure that it is easily and immediately to hand and is secured on a waterproof mobile phone case.

A mobile phone is often the first form of communication you chose. However, obtaining a signal in all areas in and around the UK cannot be guaranteed. It is strongly recommended that you or your group take

alternative communication and/or signalling devices with you. The Case Study below, provides a real life example of how different communication and signalling devices have been used successfully to execute a rescue in unforeseen circumstances.

If you do need to call for help ensure that you request the correct rescue service e.g. coastguard, ambulance, fire service, mountain rescue etc. e.g. calling for an ambulance when you are 3 miles away from the nearest road or offshore may lead to a long delay before the correct rescue service is activated.

The leader of the group will need to determine what equipment should be carried by each individual in the group and collectively by the group. Equipment chosen must be appropriate for the activity and area of operation. It may include:

- PLB (Personal Locator Beacon) identifies your position through Global Positioning System (GPS) and transmits a distress signal to the emergency services
- Marine VHF radio (very high frequency) (operators should hold the VHF certificate for proficiency)
- Whistle
- Flares
- Satellite phone
- Torch
- You could also consider carrying a signalling mirror, strobe light or a chemical light stick (or electronic equivalent)

N.B. all electronic and other equipment that can be damaged by water they must be carried in water resistant containers

The RNLI have produced information on products that can be used for communication and to [call for help](#).

### Case Study

In July 2018 a group was paddling offshore in surf ski's when an incident requiring rescue

occurred. The [case study](#) illustrates good practise in communication and how to achieve a positive outcome.

## 2.9 Transporting Boats

The transport of canoes and kayaks is generally by car. Careful selection of a roof rack from a reputable manufacturer is strongly recommended. The maximum load bearing as specified by the manufacturer must not be exceeded. A minimum load bearing weight of 75 kg is recommended. It must be fitted securely and routinely checked for movements and tension. Always follow the manufacturer's instructions.

The security of the roof load can be greatly enhanced by the selection of the relevant roof rack accessory or carrier for your boat. These include uprights, "J" bars, "V" bars, horizontal carriers and side loading sliding racks which ease the loading of heavy or unwieldy boats.

### Boat overhangs

Overhangs from vehicles and rear overhangs for trailers are subject to regulation. Failure to follow these regulations may lead to prosecution and points on your licence. For most canoes and kayaks the regulations you need to be aware of are:

#### Rear Overhang:

Upto 1metre	Recommend that the load is clearly marked
From 1 metre to 2 metres	Overhang <b>must</b> be clearly marked

#### Front overhang:

Upto 2 metres	no requirements to mark
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#### Side overhang:

Upto 30.5 cm on each side	no requirements to mark
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For loads that exceed these limits there are more stringent regulations. These can be found in the [guidance](#) from the Department of Transport.

### Trailers

Since 1997 there has been increased regulation on who can drive a vehicle whilst towing a trailer. For certain categories a driving test was introduced. The regulations were amended again in 2013. The DVLA has produced [guidance](#) on towing trailers in Great Britain.

### 2.10 Powered boats/launches

Powered boats and launches used in coaching and support are expected, as a minimum, to be driven by drivers who have attended and achieved an RYA Power Boat level 1 license. An RYA power boat level 2 licence is expected to be held if the purpose of the boat is for rescue. Children under 18 years of age who have achieved a power boat level 1 license, must be supervised by a suitably qualified adult. RYA Power Boat level 1 course details can be found [here](#)

## SECTION 3 – SAFETY MANGEMENT

This section is designed to give clubs, coaches and providers the tools they need to assess risk and inform good practice, organisation and management of both the club/venue itself and the activities run.

### 3.1 Risk Assessment

In an assumed risk sport such as canoeing the evaluation of risk is central to all activities. A risk assessment should help you to find effective solutions to reducing/controlling risk which maintains standards or improves safety.

**It is useful to bear in mind that in an assumed risk/adventurous sport it is not usually**

**possible or necessarily desirable to eliminate risk altogether. The aim is to reduce risk to an acceptable level. A risk assessment may result in no new risk control measures being introduced over and above those already in place.**

A risk assessment should demonstrate that you have done the following: -

1. IDENTIFY – the hazards
2. CONSIDER – who might be harmed and how
3. EVALUATE – the risks and decide whether the existing risk control measures are adequate or whether more should be done
4. RECORD – your findings and implement them
5. REVIEW – your assessment and update if necessary. They can be updated periodically e.g. every year, after an incident or near miss or if new activities/changes have been introduced.

Risk is the combination of how likely an incident is to occur with how serious the outcome could be. It should demonstrate that you have identified the risk, considered it and taken what reasonable measures you can to control that risk.

- Their purpose is to identify potential hazards, quantify the risk and try to omit or reduce that risk to an acceptable level
- Risk assessment doesn't have to be complicated, time consuming and onerous
- Risk assessments are second nature for experienced coaches, leaders and in the running of events.

### Who should carry out a Risk Assessment?

All paddlers are advised to assess risk before setting out on the water and are advised to consider environmental factors, their skill level

relative to the water and conditions, equipment needs, clothing and capability of those you are paddling with.

A risk assessment can be undertaken by a person who understands the activity and environment in which it is taking place and has the experience and/or training to identify the relevant risks for the individuals taking part. These include: -

- Appointed Safety Officer's
- Coaches
- Club Officials
- Experienced Leaders
- Event Organisers

Those who have undergone British Canoeing Event Safety Management training, details of this training can be found [here](#)

Risk assessments are valuable in themselves but are also used to inform the writing of Club/venue rules, standard operating procedures, safety plans, event organisation and safety briefings.

### 3.2 Types of Risk Assessment

There are three types of risk assessment that are detailed below. They are: -

- Generic
- Activity/site specific
- Dynamic

They can be undertaken to suit different situations, activities and environments. You may need to undertake more than one depending on the purpose behind your risk assessment. You should consider the approach you need to take by assessing the risk.

#### 3.2.1 Generic

Generic (general) risk assessment is important because it formalises our thinking and gives consistency to the way an organisation works

or an event or activity might take place. Such risk assessments are useful, in managing the unexpected and can help ensure consistency when the same trip or event is run regularly or by different people e.g. regular weekly club/provider activity and its delivery. They offer basic core practises, which can then be applied and adapted.

The disadvantage of a generic risk assessment is that it is written for everyone, it can become static and forgotten in practice. It is expected that you will review your generic risk assessments annually to keep them current.

The type of risks which would be covered by a generic risk assessment would include: -

- Drowning
- Hypothermia/clothing
- Slips and trips
- Injury from manual handling
- Other river/water users
- Overhanging trees
- Water quality/waterborne diseases
- Night paddling

This list is not exhaustive but is designed to give examples only. An example of a generic risk assessment can be found [here](#)

#### 3.2.2 Activity/site specific

Any activities organised and run by a club, commercial provider or volunteer is expected to be risk assessed to ensure that those participating in the activities can do so safely, and in order that the club or provider can meet the duty of care they owe to the participants.

This may therefore require the club or provider to risk assess specific activities, specific sites used by or 'managed' by the club or provider, or specific river features or structures used for activities.

These could be for example a club trip, a rapid or site used for training or an event.

A guide to stimulate thought as to what type of risks you might find in a specific location or activity can be found [here](#)

### 3.2.3 Dynamic

This is the ongoing assessments we make throughout the day or session. This is referred to as the 'dynamic Management of Risk'. dynamic risk assessment is a continuous process of identifying hazards.

The dynamic assessment is the final link in a risk assessment process, it takes place within circumstances that are unforeseeable and / or are changing constantly (e.g. on a white water river or where conditions on the sea change). It is this final assessment which we rely upon to allow us to carry on our paddling activities safely, and to make carefully considered judgments. The dynamic approach is a continuous thought process.

**The Health and Safety Executive consider that the competent person in charge is more important than a written risk assessment because it is they who are in the best position to assess the risks at that time. As such they are able to act 'dynamically', to assess the risk and immediately implement a 'controlling' action. Also, they have the ability to constantly review the risk assessment as the conditions alter.**

A dynamic risk assessment should always be complementary to any established generic risk assessment. Paddlers, coaches, leaders and event organisers should have an understanding and awareness of the environment in which the activity is taking place. This understanding will provide them with the judgment and knowledge to make dynamic "on the move" decisions relating to both your own and others safety.

The Health and Safety Executive publish guidance on risk assessments a useful guide can be found [here](#)

### 3.3 Quantifying Risk - Examples

Examples of how risk can be assessed and recorded on risk assessments, using different methods can be found below. Whichever system you use, it should demonstrate that you have identified the risk, considered it and taken what reasonable measures you can to control that risk.

#### 3.3.1 Numerical Risk Assessment

This method uses a matrix to help identify risk through producing a numerical score. An example of a numerical risk assessment can be found [here](#)

#### 3.3.2 Low/Medium/High Risk Assessment

Alternatively a risk assessment may not use a numerical system and can be based on the identification of risk as Low, medium or high. This an example of a method of [risk assessment](#).

#### 3.3.3 Descriptive risk rating guide

This type of risk assessment carries no calculated risk rating, but demonstrates that the hazards have been identified, the risks quantified and steps taken to omit or reduce risks to an acceptable level. An example of descriptive risk assessment can be found [here](#)

**N.B.** If the risk assessment identifies a lot of improvements that can be made, don't try and do everything at once. Make a plan with sensible priorities that identifies who will do what and when.

### 3.4 Premises and Fire Risk Assessment

If you own or operate from premises you will need to undertake a risk assessment of your building and the site you operate from. The Health and Safety Executive have produced guidance and model paperwork on small community buildings. They have referenced



these as 'Village Halls'. Guidance can be found [here](#)

### Fire risk

Your premises should have a fire risk assessment. You will need to consider:

- Emergency routes and exits
- Fire detection and warning systems
- Fire fighting equipment
- Removal or safe storage of dangerous substances
- The needs of vulnerable people, for example the elderly, young children or those with disabilities
- Providing information to employees and other people on the premises staff fire safety training
- An emergency fire evacuation plan (see below)

Government guidance on fire risk assessments can be found [here](#)

HSE fire safety guidance can be found [here](#)

### Evacuation Plan

Premises must have a fire and evacuation plan. Included in this should be:

- Identify where the fire exits are
- Where should members meet once evacuated
- Where are the fire extinguishers located
- Who is responsible for the maintenance of the fire extinguishers
- Do you have/need a signing in sheet to record members inside the premises
- Who is responsible for the roll call, to ensure no one is missing? (Name/Position)
- Where are the Emergency contact details (for members) kept

### 3.5 Standard Operating Procedures

These procedures govern how the club or providers operation is run, organised and

managed. Clubs and providers are expected to have their standard operating procedures in place as part of their normal practice.

A guide to the content of clubs standard operating procedures is attached [here](#)

The guide is not designed to be exhaustive but is to give an indication as to the type of organisational issues that should be included. All clubs and providers are different and need to consider their own operating environment.

### 3.6 Safety Policy – Safety Plan

#### 3.6.1 Safety Policy

Clubs and providers should have a Health and Safety Policy, which is a clear statement of the clubs commitment to safety. It should form part of the clubs key documentation and be signed by the club Chair or your organisations CEO/owner. A Health and Safety Policy template can be found as a download [here](#)

#### 3.6.2 Safety Plan

A Safety Plan can be formed through a wider review of systems on how the club/organisation operates and manages safety. It can inform changes and improvements to practise in how the club/organisation manages its affairs and runs activities.

British Canoeing has produced a [check list](#) that can be used to audit your club/organisation and its activities.

This checklist is the recommended minimum standard to promote the safety of general/recreational activities. Its purpose is to ensure that all appropriate steps have been taken to ensure the safety of participants in paddling activities.

Safety Plan checklist:



This checklist is a useful tool for appointed safety officers to assist them complete a generic audit of all activities. It will help provide the club committee/provider's organisation with the reassurance that standard safety measures for activities are being met.

This checklist is also a useful tool for trip/journey leaders when organising either a series of trips or a new "one off" trip or journey. Please refer to it when planning for a safe activity, and complete as required to confirm that all reasonable steps have been taken to ensure the safety of all participants. A copy of the check list can be found [here](#)

### 3.7 Recording Incidents

Any incidents, accidents, injuries or near misses must be recorded and that information held for a minimum of 5 years. There should be a competent system for recording this information by club officials, members, coaches and provider staff. Information can be submitted and retained in the form of an accident book held by the club/provider or on incident report forms.

It should be noted that; in the case of adults, a compensation claim must be filed within 3 years from the date of the accident. If the person who is injured is below 18 years of age on the date that the accident occurs, the 3 year limitation only comes into force after the child's 18th birthday. This means, a child injury claim for an individual under 18 can be filed at any time before their 21st birthday.

A claim is issued (formerly a writ) against another individual or club/provider (the defendant) who they consider to have been negligent in causing the injury. The defendant has only 21 days to acknowledge receipt of the claim and a further 90 days either to accept or

deny liability and, in the case of a denial, to produce supporting documentation and evidence. If any claim is issued against an organisation affiliated to British canoeing such as a club, Regional Development Team or Discipline, you should immediately contact British Canoeing's Insurance Company, (or your own insurance company if not affiliated to British Canoeing) details are below.

The club committee/provider should review any incident; assess what can be learnt from it to improve safety or the management of the club, update risk assessments and record in the minutes what has been discussed and the action taken.

### 3.8 Reporting Incidents

#### 3.8.1 British Canoeing

British Canoeing has an online reporting system for all paddling incidents, whether you are a member of British Canoeing or not. Incidents that can be reported should include near misses, as this information will help us to identify paddling issues and to establish an accurate picture of safety and other concerns across the country.

It also includes incidents such as those with other water users, access issues, pollution/environment, canoeing safety etc. as well as major incidents or accidents.

All incident and near misses should be reported to British Canoeing on the online reporting system. This enables you to formally log the incident and request support from British Canoeing if the incident is not fully resolved. The [web page](#) also has a downloadable copy of the incident form that can be used on site at your club/venue

### 3.8.2 Insurance

Accidents, Injury and damage to property or equipment that may give rise to an insurance claim, should be reported to British Canoeing's Insurers for information, even when no claim has been made at the time.

If a claim is received by the club or coach you should notify the insurance company immediately. British Canoeing, Scottish Canoe Association and Canoe Association of Northern Ireland's Insurance Company, Towergate Insurance, can be contacted [here](#) Canoe Wales insurance company details can be found [here](#)

### 3.9 Emergency Response Plan

An emergency response plan identifies the actions to be taken if an incident does occur. It is designed to reduce the harm and efficiently deal with the incident.

***"Stay safe: always plan ahead, have information, equipment and systems in place"***

#### 3.9.1 Major Incident Response Plan

This advice is designed to help event organisers, clubs, venues and coaches in dealing with a major emergency. It is designed to act as a "handrail" to help guide you through the steps you need to take.

#### Definition of a Major Incident

This is either a very serious single incident or combination of incidents which could lead to loss of life, a serious injury or where there is substantial damage.

Examples are:

- Death or serious injury leading to hospitalisation. Included are participants, competitors, volunteers or spectators.
- A life threatening illness or medical condition to an individual or group
- Overdue groups/individuals or loss of contact, which gives rise to concern e.g.

sudden change in conditions or unexpected behaviour

- Deliberate major act of violence or vandalism.
- Serious damage to buildings, event infrastructure or equipment
- Any adverse situation in which the media are or may be involved

#### Response Check List

In dealing with any major incident there are actions you need to consider, the attached check list takes you through the steps you may need to take.

A copy of a major Incident Response check list can be found [here](#)

Events and venues may also consider displaying an Emergency Response Card which gives vital information to those on site about rendering assistance and calling for help. An Emergency Response Card template can be found [here](#)

#### 3.9.2 Developing an Emergency Response Plan

The nature, location etc of venue will determine the extent of your emergency response plan e.g. you may be a pool based club which works with the swimming pool staff to address emergencies, with easy access for the emergency services or you could be running an event or own premises in a remote location. You should formulate your own plan based on your own unique circumstances and risks.

A guide to developing an emergency response plan can be found [here](#)

In developing this plan you should also consider displaying an *Emergency Response Card* which gives vital information to those on site about rendering assistance and calling for help. An Emergency Response Card template can be found [here](#)

### 3.10 Safety Officer – role description

Responsibility for safety rests with the club. All club members have a duty of care to each other and for their own safety.

Every club must have a named safety officer, this is required as part of affiliation to British Canoeing.

The safety officer's role is to support safety systems and have an overview of safety within the club. A role description can be found [here](#)

The safety officer should have sufficient experience to carry out this role but does not need to be trained if the club runs events (closed events) and activities for its members only. If the club runs events that are considered "open events" that are publically promoted to other paddlers and organisations then the safety officer must undertake British Canoeing's Event Safety Management Training. Guidance on event safety training can be found [here](#)

### 3.11 Night Paddling

If you go paddling at night there are additional considerations and factors to take into account. It is widely practised and important to take into account the increased risks.

Your paddling activity should always be risk assessed. Additional considerations at night include:

- a. Navigation lights. These are essential if there are other boats (powered or unpowered) on the water. Waterways which are administered by a navigation authority will have rules relating to its use at night. You should make yourself aware of them and follow these rules. Lights can be attached to the boat or worn as body light as long as they remain visible.

Where no local navigation rules are in place the [MCA Collision Regulations](#) should be followed.

- b. At night any navigation rules regarding location MUST be followed. Not only for your own safety but if you are not "in the right place or not on the correct side" other craft may be confused by this and adjust their course accordingly, increasing the risk to all water users.
- c. Night vision. Using head torches etc, to "see in the dark" is practised. However in built up areas or in moonlight your night vision may be give you better all round and distance vision. It is a matter of personal preference and will, of course, depend on your own eye sight.
- d. In conditions where there is an increase in risk a more stable boat can be selected to minimise the risk of capsize.
- e. Paddling is strongly advised to take place in groups
- f. Journeys must be well planned with get out points identified before setting off.

### 3.12 Lone Paddling

Paddling on your own is widely practised.

Paddling on your own significantly increases the risks when compared to paddling in a group. The collective capability of the group acts to provide a safety net if things go wrong. If you have a pre-existing medical condition such as epilepsy, heart problems, diabetes, asthma etc. you are strongly advised to paddle as part of a group.

It is recommended that you paddle in a group but it is recognised that some paddlers will choose to go out alone. If you choose to paddle

alone you should have acquired the necessary knowledge, skills and experience before you do this.

Whenever you paddle alone you are advised to undertake a dynamic risk assessment, consider the environmental factors and take appropriate precautions. Being prepared and thinking ahead can eliminate many risks.

You should have:-

- Reliable self rescue skills
- Wear a buoyancy aid
- Check your boat and equipment thoroughly before you set out
- Tell someone where you are going and when you will be back. Call them when you get back

On a journey you are advised to:-

- Carry a spare paddle
- Communication/signalling equipment (mobile phone, PLB, VHF radio)
- Repair kit
- Have knowledge or familiarity with the route
- Knowledge of the expected weather conditions (listened to and understood the effects of the most recent weather forecast)
- Carry navigation equipment if needed.

### 3.13 Safeguarding

#### Protecting children and adults

British Canoeing is committed to ensuring that everyone can enjoy canoeing in a safe environment where they are protected from any form of poor practice, abuse and neglect. Working with the NSPCC, Child Protection in Sport Unit (CPSU), British Canoeing has developed policies, procedures, guidance and templates to support everyone involved in our sport.

#### Training and Vetting

While there is Government legislation setting out legal and duty of care procedures, we all

have a moral duty of care to ensure everyone has the right to live free from abuse or neglect. British Canoeing aims to ensure that anyone who is in regular contact with children and young people through paid or voluntary roles within the sport have completed the minimum for their role, details can be found [here](#)

It is also the responsibility of an employer or deployer to ensure their staff or volunteers (paid or voluntary) have been appropriately vetted prior to being deployed in their role. Details can be found [here](#)

#### If you have a concern

We are committed to investigate all reported safeguarding concerns or allegations. If you know of a safeguarding concern or allegation, whether it has been disclosed to you by someone else, something you have witnessed or something that has been worrying you, don't keep it to yourself – always [report the concern](#).

### 3.14 Event Safety

British Canoeing has developed a system of event safety management which applies to all events run by British Canoeing. This is to ensure the sport continues to operate at the highest safety levels.

To support this system a programme of training for event safety officers is in place. Details of this and further resources including safety and event audit checklists can be found [here](#)

British Canoeing also has a system of event promotion which is open to all organisations running paddlesport events. This is a way to promote your event through British Canoeing's extensive network. All events need to demonstrate adequate risk assessment/safety plans and insurance cover. More details can be found [here](#)

## SECTION 4 - HEALTH AND MEDICAL CONDITIONS

### 4.1 First Aid

#### 4.1.1 e-learning activity – first aid

An e-learning activity has been created by British Canoeing. It is not a first aid qualification but serves as an introduction to first aid and covers 5 topics: -

- What is first aid?
- What's in a first aid kit?
- Heart attacks and strokes
- Typical injuries
- Getting too hot or too cold

The e-learning activity can be found [here](#)

#### 4.1.2 First aider requirements

The most important element of first aid is to have a trained first aider. First aid qualifications must be updated every 3 years to remain valid.

- **Coaches and Leaders** must update their first aid every 3 years and undertake a course according to their level of qualification. Those requirements can be found [here](#)
- **Clubs and providers** are expected to have a named first aider (appointed person), included in their operating procedures. This role will include maintaining the first aid kit/equipment. The named first aider is recommended to have, as a minimum, a valid 1 day (emergency first aid at work) first aid certificate. Publish and make known the location of the first aid kit to members and staff. Regularly check the contents and replenish first aid items as required.

Events are expected to provide first aid to competitors and spectators etc competitors must know where/who to go to obtain first aid. The scale, nature and location of the event will determine the level of first aid/medical

support required. It is recommended that an appointed first aider is present at each event.

The first aid and emergency equipment you need will depend on a number of factors. An information sheet on what you need to consider and what a club or event may keep as a first aid kit can be found [here](#)

#### 4.1.3 Defibrillators

Incidents involving competitors and athletes suffering from sudden cardiac arrest (SCA) have been one of the driving forces behind the increasing awareness of the role defibrillators can play in saving lives. It is now common to see major sporting events and sports clubs where people gather to have an Automated External Defibrillator (AED) on hand.

The increased sophistication and design of defibrillators has meant that they can be used without specialist training and are increasingly available in public places.

If someone who has had a [cardiac arrest](#), it's vital to call 999 and [start CPR](#). Then you should find out if there is a defibrillator nearby. If you were thinking about getting a defibrillator we recommend that you talk to your local NHS ambulance service first. It's really important that the ambulance service knows about your defibrillator so 999 operators can quickly identify a nearby device in future emergencies. They might also be able to provide advice about where exactly to place the defibrillator and which kind to purchase.

To support their use and effectiveness the availability of a phone to contact the emergency services is critical. You will need to give a precise location of the incident and get specialist support as quickly as possible.

The British Heart Foundation issues advice and a guide on defibrillators. This advice can be found [here](#)

## 4.2 Water borne diseases and infections

All rivers, however clean they might appear will contain a level of natural contamination from things such as rotting vegetation, insects and animal activity.

In addition to this there may be other types of contamination including algal blooms (blue green algae), sewerage or chemical contamination. Illnesses are normally caused by bacterial infection, viruses or toxins in the water.

### Weils Disease or Leptospirosis

All water users should be aware of this potentially fatal infection.

This is a bacterial infection normally believed to be spread by rat urine, though can also be transmitted by cat, fox and rabbit urine. Transmission is usually through an open wound or abrasion but can also be caused by ingestion of contaminated water.

Symptoms are lethargy, diarrhoea, headaches, vomiting and muscle pain; sometimes referred to as flu like symptoms, if untreated can be fatal.

### Prevention

Prevention measures against water borne infection are largely common sense:-

- Cover all cuts and abrasions with waterproof plasters
- Always wear footwear to avoid cutting the feet
- Avoid capsize or rolling practice in suspected waters
- Where possible shower soon after the activity
- As a minimum always wash your hands after paddling and before eating or drinking

The NHS publish the following guidance click [here](#) to view

Sport England issue the following information on sports hygiene find out more [here](#)

If you feel ill after paddling you should tell your Doctor as soon as possible and let them know where and when you have been on the water.

## 4.3 Hyperthermia /Heat exhaustion

This is when a person's temperature climbs too high and threatens their health, it's known as hyperthermia.

Hyperthermia is a general term. It refers to several conditions that can occur when your body's heat-regulation system can't handle the heat in your environment.

You're said to have severe hyperthermia if your body temperature is above 104°F (40°C). The average body temperature is 98.6°F (37°C).

There are several stages of hyperthermic conditions.

- Heat stress - your body temperature starts to climb and you're unable to cool yourself through sweating
- Heat Exhaustion - occurs when your body can't cool itself any more
- Heat stroke - occurs when your body temperature reaches above 104°F (40°C). Fainting is often the first sign

### Prevention

- Plan your trip or session and think about the risks
- Get a weather forecast before you set out
- Dress appropriately for the weather conditions



- Listen out for anyone complaining about the heat and for any slow or erratic paddling by group members
- Carry spare water and keep hydrated
- Wear or carry a sun hat

### Signs and symptoms

It is important to recognise the first signs of hyperthermia before they become severe.

The most typical symptoms of hyperthermia (in order of onset) are:

- Feeling uncomfortably hot
- Dizziness
- Weakness
- Nausea
- Thirst
- A headache
- Coordination issues
- Trouble concentrating/confusion
- Skin that's cool and clammy/reduced sweating
- Weak or Rapid pulse
- Unconsciousness

### Treatment

It's important that you rest in a cool place and rehydrate as soon as you feel symptoms developing.

Apply wet towels or clothing. You can, of course, always use the water you are paddling on to cool you down. Start drinking water or other fluids with electrolytes that will help restore hydration.

If your symptoms don't improve when you try cooling off and rehydrating, or you see someone who appears to be suffering the symptoms of heat stroke, call your local emergency services immediately.

### 4.4 Hypothermia/ Cold water immersion

Hypothermia occurs when your core body temperature drops dangerously low, below 35 degrees centigrade.

- Exposure over time to cold, wet and windy conditions leading to progressive heat loss, due to a failure to wear the correct clothing for the conditions Immersion in cold water and the failure to rewarm.

- Cold water immersion can also cause Cold Shock. At the moment of immersion, you can lose control of your breathing which causes involuntary gasps of air. This can result in the inability to breath. Sudden exposure to cold water also causes a rapid increase in heart rate and blood pressure that may result in cardiac arrest.

*"Your ability to survive cold water depends on how well you prepare."*

A British Canoeing information sheet on Hypothermia can be found [here](#)

### 4.5 Pre-existing medical conditions

If a paddler has a pre-existing medical condition it not need be a barrier to participation, in fact many of our top athletes, competing at International level have pre-existing medical conditions.

Paddlesport is extremely diverse so people can choose the type of paddling that's right for them. Any decision to participate needs to be made on an individual basis.

It is important that pre existing medical conditions are known, not just for the individuals safety, but for those who may need to assist or affect a rescue. Clubs, events, centres, coached or supervised sessions etc. should ensure that participants have

completed a medical declaration form and that the condition is known by the relevant coaches, officials or paddlers.

Thousands of different paddling events are run throughout the UK every year. Event organisers have a duty of care to ALL participants. At events, particularly those which involve a journey, it is often impractical for the event organiser to provide enhanced safety cover over and above those measures which cover all participants.

It is not only the paddlesport provider that needs to take action. In an assumed risk sport it is essential that the participant presents and prepares themselves in a way that is safe for themselves and others.

The guidance below includes advice from British Canoeing and links to the relevant specialist professional agencies web sites. This provides advice for participants when engaging in sport and physical activity.

#### 4.5.1 Epilepsy

If people have epilepsy and are considering going canoeing, this information provides essential guidance on how to stay safe and enjoy the sport.

It also provides tools that a coach, club or outdoor centre can use to help assess risks and facilitate participation. Guidance on paddling with epilepsy can be found [here](#)

#### 4.5.2 Diabetes

Diabetes is a serious life-long health condition that occurs when the amount of glucose (sugar) in the blood is too high because the body can't use it properly. Diabetes is when glucose can't enter the body's cells to be used as fuel.

There are two main types of diabetes: Type 1 and Type 2.

**Type 1** is where the body attacks and destroys insulin producing cells. About 10% of people with diabetes have type 1.

**Type 2** is where the body does not produce enough insulin to process the glucose leading to its build up.

Physical activity and weight management are important in reducing the risk of type 2 diabetes. Both can be controlled by the administration of insulin.

Diabetes UK publishes useful advice to those people with diabetes on the steps they can take to stay safe when participating in sport and physical activity. This information can be found [here](#)

Ensure that participants have completed a medical declaration form and that the condition is known by the relevant coaches, officials or paddlers.

#### 4.5.3 Asthma

Asthma is common, one in eight people in the UK. It affects a significant percentage of elite athletes. Managed correctly asthma need not be a barrier participation in sport.

Paddlers with asthma must declare the condition and should carry an inhaler whilst on the water.

The diagnosis of asthma is usually made by a GP, and treated with a variety of prescription inhalers – often a blue “reliever” and/or a brown “preventer”.

Coaches, officials and paddlers should recognise the symptoms of an asthma attack.

Know how to support a person who is suffering from an asthma attack. This is summarised as:

#### Recognition



- Difficulty in breathing, with trouble exhaling
- Wheezing as the casualty breathes out
- Difficulty speaking and whispering
- Distress and anxiety
- Coughing
- Features of hypoxia, such as a grey-blue tinge to the lips, earlobes and nail beds (cyanosis).

### Treatment

Your aims during an asthma attack are to ease the breathing and if necessary get medical help.

Help the paddler to a safe place. If they have a blue reliever inhaler, then encourage them to use.

- You need to keep the casualty calm and reassure them
- Keep them upright
- Do not leave them alone
- Encourage the casualty to breathe slowly and deeply
- Encourage the casualty to sit in a position that they find most comfortable
- Do not lie the casualty down

A mild asthma attack should ease within a few minutes but if it doesn't encourage the casualty to use their inhaler again.

Advice is issued by Asthma UK on exercising with asthma and can be found [here](#)

#### 4.5.4 Anaphylaxis (Anaphylactic shock)

Anaphylaxis is a severe and potentially life-threatening reaction to a trigger such as an allergy. It's also known as anaphylactic shock. A reaction can be triggered by a number of different things including:-

- a. Insect stings - particularly wasp and bee stings
  - b. Foods – including nuts, milk, fish, shellfish, eggs and some fruits
  - c. medicines – including some antibiotics and anti-inflammatory drugs such as aspirin
- In some cases, there's no obvious trigger.

### Symptoms

If an anaphylactic reaction is triggered the symptoms include:

- feeling lightheaded or faint
- breathing difficulties – such as fast, shallow breathing, wheezing
- a fast heartbeat
- clammy skin
- confusion and anxiety
- collapsing or losing consciousness

Information on treatment and prevention of anaphylaxis can be found [here](#)

### 4.6 Lightning

Lightning strikes the ground in Britain about 300,000 times a year. For anyone outdoors, this is a risk that must be considered. Although there is no absolute protection from lightning, measures can be taken to reduce the risk of getting struck and the injury severity. 30-60 people are struck by lightning each year in Britain, and on average, 3 (5-10%) of these strikes are fatal.

### Seeking shelter

Shelter in a building or vehicle is ideal, but if this is not possible:-

- If you are on water, get to the shore/bank and away from the water as quickly as possible as water will transmit strikes from further away. Studies have shown that proximity to water is a common factor in lightning strikes.
- Leave your paddles and boat, protect yourself.

- If you are exposed to the elements with nowhere to shelter, make yourself as small a target as possible by crouching down with your feet together, hands on knees and your head tucked in. This technique keeps as much of you off the ground as possible.
- Do not shelter beneath tall or isolated trees, it has been estimated that one in four people struck by lightning are sheltering under trees.

This guidance is based on research by RoSPA. (Royal Society for the prevention of Accidents) (Further information and guidance from RoSPA can be found [here](#))

## SECTION 5 – SPECIALIST GUIDANCE

### 5.1 Sea Safety

British Canoeing has worked with the RNLI to publish safety information that sets out the steps you need to take to stay safe on the sea. That information can be found [here](#)

To stay safe on the sea:

- Always carry a means of calling for help and keep it within reach: If it can't be reached in an emergency, it's no help. Further information on ways to call for help can be found [here](#)
- Wear a buoyancy aid.
- Check the weather and tides. Understand the effect they will have on you
- Use a sea worthy craft capable of coping with the conditions.
- Tell someone where you're going and when you'll be back.
- Wear appropriate clothing for the conditions and your trip.
- Get some training: Contact your local canoe club or outdoor centre/ provider and look for coaching sessions run by: -

British Canoeing

<https://www.britishcanoeing.org.uk/canoe-near-you>

For Scotland

<http://canoescotland.org/where-go/club-finder>

For Wales

<https://www.canoewales.com/find-a-club>

For Northern Ireland

<http://cani.org.uk/get-started/get-into-a-club/club-list/club-location-map/>

### Notifying the Coastguard of your plans/journey

If you contact the Coastguard and notify them of your planned activities/journey, they refer to this as a Traffic Report.

Logging your activities or journey is voluntary but HM Coastguard would like paddlers going out on the sea to call in every time to pass on their intentions.

There is no legal requirement to do this but if you think your activity may cause concern to a member of the public e.g. rescue training, reduced visibility, worsening sea state/weather conditions, vehicles with roof racks left at harbours while on multiple day expedition's etc. then they would encourage you to contact your local Coastguard Operations Centre. Further information from The Coastguard on how to notify them can be found on [here](#)

### 5.2 Sit on top safety

Sit on top activity is one of the fastest growing areas of paddlesport. Their stability and ease of use has opened up the sport to a wide range of people. This ease of use and the absence of worry about being trapped inside enables people who are new to the sport to use them with confidence.

British Canoeing has produced a leaflet with tips about staying safe while enjoying paddling.

This information can be found here

For those new to paddling and who want to know more have a look at our *Go Paddling* web page that you can find [here](#)

### 5.3 Kayak fishing safety

Kayaks have long been a means of transportation and a way to access fishing grounds. Canoe and Kayak fishing has gained popularity as the Sit on Top kayak has been developed. In combining both angling and

paddling there are many considerations to take into account including the equipment you need and how to prepare for a trip. British Canoeing have produced information that guides you through these steps to make sure you stay safe and enjoy the sport. Information can be found [here](#)

#### 5.4 Gym Safety Guidance

Some clubs and providers may operate or use premises that includes a gym to support performance programmes and/or for strength, conditioning and fitness.

To support the management of these facilities British Canoeing's insurers, Towergate, have published a set of recommendations on good practice. These recommendations can be found [here](#)

## SECTION 6 –COMPETITION DISCIPLINES

Paddlesport is composed of an extremely diverse range of activities that reflect different environments and craft used. This is evident in the number and range of competition disciplines run and supported in the UK.

Each competition discipline operates under a bespoke set of rules which are overseen by the relevant British Canoeing Discipline Specific Committee. An event organiser cannot guarantee that a competition will be absolutely safe to take part in. This being the case, competitors accept responsibilities under the rules of racing and competition. Event organisers have a duty to take reasonable care in their management of an event.

In Paddle sport the competition rules and safety guidance are often influenced by the rules of International competition as set out by The International Canoe Federation. The following information recognises the principal different practices and considerations that apply to specific competition disciplines.

### 6.1 Marathon Racing

This guidance has been developed in conjunction with The Marathon Racing Committee. Their rules and regulations can be found [here](#)

#### Racing environments

Marathon racing is unusual in that the type of water/environment it takes place in is not defined and can therefore take place on any type of water. This includes, ungraded rivers/canals, estuaries, harbours, lakes and can incorporate white water in the form of weirs, rapids or sluices.

Racing can also take place at night where longer endurance events are staged.

The range and degree of risk associated with racing in different environments is significant. The scale and nature of each risk assessment and event safety plan needs to reflect the relevant risks inherent in each event and environment. (Rule Part C Recommendations 2)

#### Racing – a journey

Marathon racing involves making a journey based around a circuit that shares the same start and finish location or racing from A to B. In either course configuration competitors leave the start area and make a journey where they are normally out of sight and spread over a distance of several miles. Event organisers cannot therefore guarantee the safety of all competitors and competitors accept responsibilities under the rules of racing and competition.

These include:

- Competitors have a responsibility to offer assistance to any other competitor who may be in need of help or who may request help. (Rule 5.b.vi). In marathon racing competitors journey away from race control/start often through remote/countryside locations where the only means of assistance is from your fellow competitors. The responsibility to help fellow competitors is a priority for all participants.

- Competitors are expected to be able to swim adequately in the waters on which the race is being held. (Rule 5.b.v)
- Where competitors are not required to wear buoyancy aids, in the case of capsize, there is an increased reliance on the boat to provide floating support. Each boat must carry sufficient buoyancy in the construction of the boat or fixed subsequently, to keep the boat floating level when filled with water. (Rule 5.b.i)

### **Buoyancy Aids (Personal Floatation Devices)**

The wearing of buoyancy aids by all competitors is not compulsory. Rules require buoyancy aids to be worn according to age, ability, the nature of water to be raced on. The race organiser may also require all competitors to wear Buoyancy aids if any adverse environmental conditions or racing environments are deemed to pose an enhanced risk that requires additional safety measures. (Rule 5. b,c &d, 56a)

#### **a. Portaging/Le Mans starts**

Marathon differs from most other competition disciplines in that racing takes place on land as well as on the water.

Event organisers need to consider the different risks that this creates and control measures needed to protect not only the competitors but spectators, race supporters and the public. Competitors race on land in two main ways:

- By portaging around a natural obstacle such as a lock on a canal or along a man made portage route created for that race.
- Some races have a Le Mans start where competitors run to their craft, then run with them to the water.

In both circumstances control measures need to be put in place to ensure safety.

#### **b. Footwear**

Competitors are strongly advised to wear suitable footwear for the conditions particularly where the

course may involve portaging or a Le Mans start. However it should be noted that some competitors, particularly those racing at higher levels, may chose to ignore this advice, accept the personal risk involved and race in bare feet believing that this provides a competitive advantage and greater boat control. This is also widely practiced in International competition.

#### **c. Helmets**

Some marathon courses will include weirs, rapids or sluices that can be shot as part of the race. Marathon racing takes place almost exclusively in open cockpit boats. A capsize normally causes the occupant to fall out of the boat before it becomes inverted. When open cockpit racing boats are used, it is not normally a requirement for helmets to be considered as part of a competitors safety equipment. However, a race organiser, as part of their risk assessment, may require helmets to be worn if there is judged to be sufficient risk.

